

Arab Republic of Egypt

Ministry of Civil Aviation

Egyptian Civil Aviation Authority

COMPETENCIES FOR REGULATORY AERODROMES SAFETY OVERSIGHT STAFF

PREPARED BY:
ENG. ATEF SAFA

NCLB Workshop Cairo 1-5 October 2017

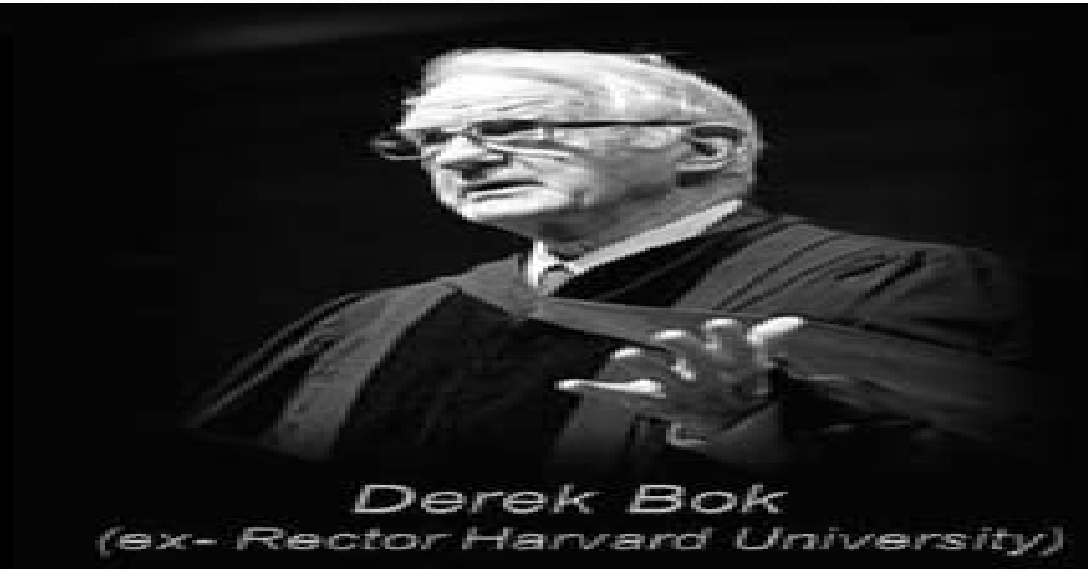
Agenda :

1. Introduction
2. Inspectors Training Manual
3. Training types
4. instructors
5. Proficiency Checks

1 - Introduction :

TRAINING is for:
PREPARING Personnel to be QUALIFIED

PROFICIENCY CHECK is for:
ASSESSING the ability of an individual to
PERFORM



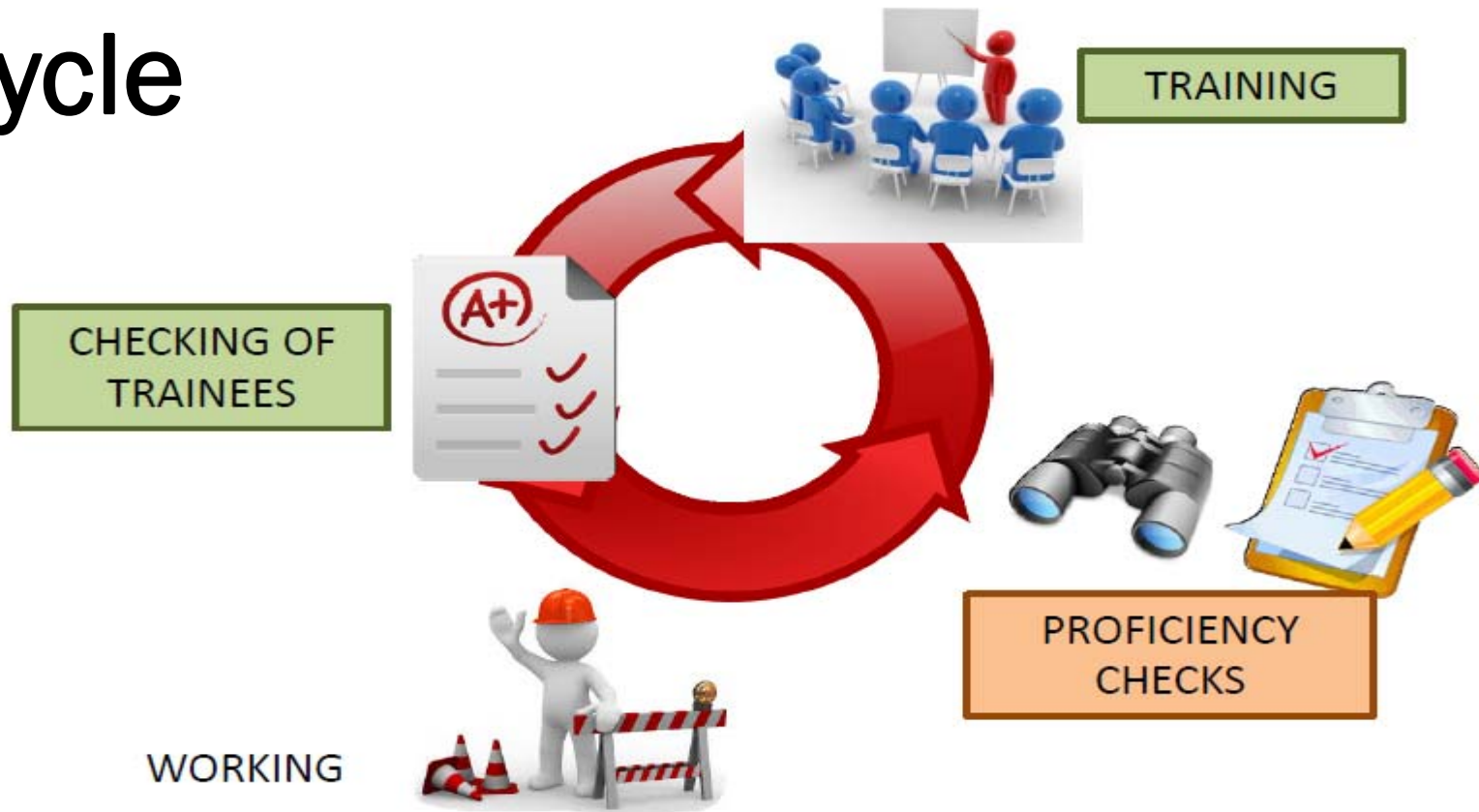
*Derek Bok
(ex- Rector Harvard University)*

If you think training
is expensive....

.....try with
ignorance, that is
much more
expensive.

1 – Introduction :

Cycle



Agenda :

1. Introduction
2. **Inspectors Training Manual**
3. Training types
4. instructors
5. Proficiency Checks

2 - Inspectors Training Manual :

Step 1

- ❖ Identify training **needs** in a systematic manner.
- ❖ **Develop** training and / or identify appropriate **existing** training.
- ❖ Select the **training methods**.
- ❖ **Provide** training.
- ❖ **Record** training accomplishments.
- ❖ **Measure** the effectiveness of its training program.

2 - Inspectors Training Manual :

Step 2

- ❖ The training **requirements** for employees are **identified**.
- ❖ Training **standards** are **established**.
- ❖ Training is **provided**.
- ❖ The training program is **revised** as necessary.

2 - Inspectors Training Manual :

Responsibility:

1. Head of CAASS is for ensuring that **ECAA-CAASS complies** with all of the components of its training program.
2. The President of ECAA has the **overall authority** for ECAA-CAASS training programs.
3. Any **changes** to the training program will be coordinated with the President of ECAA.

2 - Inspectors Training Manual :

Recording:

- Courses title.
- Objectives.
- Pre-requisite.
- Course outline.
- Required hours or performance outcome for each topic or lesson.

2 - Inspectors Training Manual :

Tools :

- Training source(s).
- Training method(s).
- Instructor(s).
- Instructor qualifications.
- Method(s) of evaluation.
- Other supporting information, as available such as instructor guides and courseware.

2 - Inspectors Training Manual :

Types/training methods:

- In-house formal classroom training.
- On-job training (OJT).
- External classes and courses.
- Read and sign.
- Seminars.

2 - Inspectors Training Manual :

Inspector license

Inspector license be issued for the ECAA aerodrome inspectors, to facilitate their work

Agenda :

1. Introduction
2. Inspectors Training Manual
3. **instructors**
4. Implementation
5. Proficiency Checks

3 – Instructors :

- ◎ **Instructor:**

A lead inspector who is to conduct airport inspections independently, and authorized to sign

- ◎ **Assistant Instructor:**

Qualified to conduct airport inspections with another qualified inspector and qualified to sign airport manuals. Having appropriate relative knowledge, authorized to assist in training activities.

3 – Instructors :

During the in-house training course each instructor designs his/her own method to evaluate each employee's performance by:

- ◉ Written or oral examination or
- ◉ Manipulative skill tests.

3 – Instructors :

1. The Head of CAASS will regularly evaluate:
 - Each course for its content, time, quality of the training materials (courseware),
 - Training facilities, and instructor.

2. The evaluation is accomplished through:
 - Observation.
 - Examination result.
 - Feedback.

3 – Instructors :

3. The Head of CAASS will:

- ⦿ Analyze the result of all course examinations.
- ⦿ Determine if any changes are required.
- ⦿ Establish basis for determining whether the course met its objectives and provided the information necessary to ensure that the employee was capable of performing assigned tasks.

3 – Instructors :

4. An annual review of the training program will be done by management meetings includes department managers to:
 - ④ Verify if ECAA-CAASS has made any changes that might affect training.
 - ④ Analyze the measures of training effectiveness.

3 – Instructors :

As part of this annual review, CAASS will analyze:

- ⦿ Its job position duty and task assignment.
- ⦿ Its inspectors experience levels.
- ⦿ The method of delivery for various courses.
- ⦿ New training techniques or commercially available courses.
- ⦿ Any changes that is required to ensure inspectors are capable of performing assigned tasks in accordance with the procedures set forth in their manual.

Agenda :

1. Introduction
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4 – Implementation :

1. Basic courses: (covering essential basic sciences for CAASS Inspectors ,i.e : Aerodrome Certificate issuance /renewal; follow up and Enforcement).
2. Advanced courses: (Progressive, more complex courses). Also by advanced training, manpower can be used effectively to a high level of expertise.
3. Specific courses: In order to upgrade airport personnel competencies related to their respective responsibilities, .

4 – Implementation :

4. Recurrent courses : (recurrent refreshing courses for continuous validity of credentials). once every three years.
5. Supplementary courses: (courses for continuous knowledge of recent updates in various events and aviation science Continuous training (Law amendment--ECAR amendment-EAC amendment-PPM amendments-ECAA structure amendment-New implementation of procedures-Exchange of experience-Etc).

4 – Implementation :

Following is the areas that should be considered for different types of training when preparing the CAASS technical training plans.

- ⦿ Introduction course
- ⦿ Introduction to Aviation Law
- ⦿ Familiarization with ECAR & Annexes
- ⦿ ICAO Annex 14
- ⦿ Airport certification and standards
- ⦿ Aerodrome/Safeguarding inspectors

4 – Implementation :

- ◉ Airport Emergency Planning
- ◉ Basic of Safety Management System (level 1)
- ◉ Airport Operation
- ◉ OJT
- ◉ Heliport certification
- ◉ Safety regulation of aerodromes
- ◉ Technical Report writing

4 – Implementation :

Part 1: Basic Training of an Airport Safety Inspector's

- ◉ Introduction course
- ◉ Introduction to Aviation Law (basic)
- ◉ Familiarization with ECAR & Annexes
- ◉ ICAO Annex 14 (basic)
- ◉ Airport certification and standards
- ◉ Aerodrome / Safeguarding inspectors

4 – Implementation :

- ⦿ Airport Emergency Planning
- ⦿ Basic of Safety Management System (level 1)
- ⦿ Airport Operation (basic)
- ⦿ On Job Training
- ⦿ Heliport certification
- ⦿ Safety regulation of aerodromes
- ⦿ Technical report writing

4 – Implementation :

January						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
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29	30	31				

February						
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26	27	28				

March						
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April						
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30						

May						
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28	29	30	31			

June						
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July						
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30	31					

August						
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September						
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October						
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29	30	31				

November						
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December						
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24	25	26	27	28	29	30
31						

4 – Implementation :

Record Keeping

- Head of CAASS is responsible to keep **inspectors records in his directorate** in a revisable **format for two years after the concerned inspector had left the ECAA.**

Course Coding

- The code given for each course consists of a letter & a number.
- 1-The letter symbolizes for the course type and is an abbreviation for it as taken to be the first letter/(s)of the wording for that course type, i.e.:

4 – Implementation :

- ① “B” stands for Basic,
- ① “S” for Specific,
- ① “A” for Advanced,
- ① “R” for Recurrent,
- ① “Sup” for Supplementary, and
- ① “Oth” for Others.

2- The number symbolizes for the priority of the course in its course type group.

4 – Implementation :

Course Code	Training Program
CAASS/B/01	Introduction course
CAASS/A/03	Wild life management
CAASS/R/03	Aerodrome Operations
C/01	Flight Simulator

Training programme

Other	Instructors	Specific												advanced										Basic																			الاسم					
		Obstacles Inspectors		Aerodrome Inspector				all Inspectors		Safeguarding Inspector		Aerodrome Inspectors		All Inspectors		Safeguarding Inspectors						Aerodrome Inspectors						all inspectors																				
		Obstacles Degradation	Enforcement Plan for Safeguarding	Advanced satellite imaging	Total Station	Enforcement Plan for aerodrome	Pavement design and management	Advanced Rescue and Firefighting (RFF)	Airport Maintenance	Aerodromes Accreditation Investigation	Advanced SMS	Environment	Quality Management (QMS)	Risk/Crisis Management	advanced GPS	Satellite Imaging	advanced GIS	Obstacle Assessment and Management	Auditing Techniques for Aerodromes	Rescue and Firefighting (RFF)	Aerodrome operation	Runway Safety	Airport Master Planning	Wild life management	State Safety Program (SSP)	Auto Cad	GIS	Recon	survey equipment	Recon	GPS	Recon	Safeguarding Inspection	Emergency Planning and Response for Airports (EPR)	Recon	Helipoint Inspection	Recon	Airport Certification	Recon	Aerodrome Inspection	Basic SMS			Familiarization with aviation law and ECAR	airport design, planning & construction Basic for Engineers	Introduction course		
2012						1					05 07				5	10	6	14				9	14		96	3				8										10	6		10	13		99	رئيس الادارة المركزية للسلامة ومقاييس المطارات	د. احمد عبدالله
2012					97 00	2015	99 8	8		03 07	08 10 14						3	08 09				99	14	12								07 08							06 07		95	مدير عام السلامة	د. صلاح الدين السبيعي					
								13	8	7	11						12				8	14															8	5		4	7	7	99	مدير عام المقاييس	د. حسني عبدالله			
			12	13							7					13						3				10	8	99			12									4		99	مدير عام الزئفاق الجوى	د. مصطفى محمد				
							0		8									07 09					12									04-05 14							4	7	7	98	مفتش اول مطارات	لف صفا بركات				
							7	05 07	14									7	7	8			14	12								8							4	7	7		مفتش اول مطارات	مهندس احمد عبد العزيز				

4 – Implementation :

Safeguarding Inspector				
Eng.Eman Khattab		مهندسة / ايمان خطاب	Name	
✓	Intruduction Course	General	Basic	
	Airport Design, Planning & Construction Basic for Engineers			
	Familiarization with Aviation Law and ECAR			
	Basic SMS			
✓	Safeguarding Inspection	Inspector		
	Engineering Survey Equipment			
	GPS			
✓	Auto CAD			
✓	GIS			
	Safeguarding Inspection	Reccurent		Advanced
	GPS			
	Engineering Survey Equipment			
	Airport Master Planning	General		
	Wildlife Management			
	State Safety Program (SSP)			
	Satellite Images	Inspector		
	Obstacle Assessment and Management			
	Advanced GIS			
	Advanced GPS			
	Risk/Crisis Management	General	Spacific	
	Quality Management (QMP)			
	Environment			
	Advanced SMS			
	Total Station	Inspector		
	Safeguarding Enforcement Policy			
	Advanced Satellite Images			
	Obstacle Designation			

Aerodrome Inspector			
Eng.Mahmoud Fekry 2011/ مهندسة / محمود فكري		Name	
	Intruduction Course	General	Basic
	Airport Design, Planning & Construction Basic for Engineers		
	Familiarization with Aviation Law and ECAR		
✓	Basic SMS		
✓	Aerodrome Certification	Inspector	
✓	Aerodrome Inspection		
✓	Helport Inspection		
	Emergency Planning and Response for Airport (ERP)		
✓	Aerodrome Certification	Reccurent	
✓	Aerodrome Inspection		
	Helport Inspection		
	Airport Master Planning	General	Advanced
	Wildlife Management		
	State Safety Program (SSP)		
	Aerdrome Operation	Inspector	
	RFF for fixed wings		
	Auditing Techniqures for Aerodroems		
	Runway Safety		
	Risk/Crisis Management	General	Spacific
	Quality Management (QMP)		
	Environment		
	Advanced SMS		
	Aerodomes Accident Investigation	Inspector	
	Airport Maintenance		
	Pavement Desgine and Management		
	Enforcement for Aerodromes		
	Advaned RFF		

4 – Implementation :

حصر الدورات					
اسم المتدرب	الوظيفة	اسم الدورة	جهة التدريب	مكان الانعقاد/ الموضوع	المدة
م انجي أحمد عبدالله		دورة أساسية في هندسة تخطيط المطارات	هيئة الطيران المدني		ابريل 1999
1988	1964	اهلية الاعمال المساحية وتقييم العوائق حول المطارات	هيئة الطيران المدني		2000
		Aerodrome Certification and Safeguarding	UKCAA	england	nov. 2006
		Aerodrome inspector	ICAO	Kenya	dec. 2010
		Runway Safety work shop	ICAO	U.A.E	Jun-14
		Wildlife and foreign objects Debris workshop	ICAO/IATA		Mar. 2014
		Introduction to QMS workshop	ECAA		sep. 2007
		الجودة الشاملة	مركز اعداد القادة		مارس 2005
		Airport master planning	IATA	Canada	oct. 2009
		SMS	ECAA		May-13
		Audit Technique	ECAA		oc. 2014
		Excel	Skills for change	Canada	nov. 1996
		French	board of education	Canada	nov. 1996
		Stereo images	Erdas		2005
		Geographic Information Systems	معهد التخطيط القومي		ابريل 2003

4 – Implementation :

05	"Runway, Taxiway, Apron Planning and Design (EASA CS & GM)"	Airsight www.airsight.de	2018 (or 24-27/10/17) Berlin		€ 2.295,00
06	ECAA Mandatory Occurrence Reporting System	ECAA internal course	2018		---
07	Regulation EU 376/2014	TBD	2019		---
08	"ICAO Annex 14 Vol. II – Heliports"	Airsight www.airsight.de	2019		---
OPTIONAL COURSES/WORKSHOPS/SEMINARS					
01	"Advanced Safety Management, Evaluating Effectiveness"	CAA International www.caainternational.com	29-30 Nov 2017 Dubai		€ 990 + VAT
02	"Advanced Surface Movement Guidance and Control System Implementation"	IANIS Eurocontrol	2018 (or 4-7/6/2017) Luxembourg		€ 1.200,00
03	Wildlife Hazard Management	TBD	2018		---
04	Apron Management	TBD	2019		---
05	LED Airport Lighting Systems	TBD	2019		---
06	Dangerous goods (workshop)	IATA	2020		---
07	Disabled aircraft removal (workshop)	TBD	2020		---
MANDATORY ON THE JOB TRAINING					
01	//				

Name and Surname 3:		Mahmoud Fekry			
N.	Training Course Title	Provider	Planned on	Done on	Fee
MANDATORY COURSES/WORKSHOPS/SEMINARS					
01	"EU/EASA Aerodrome Certification Requirements for Operators and Authorities"	Airsight www.airsight.de	03-05 May (or 16-18 Oct) 2017 Berlin		€ 1.725
02	Information Privacy and Security	ECAA (or other national provider)	2017		---
03	"Aerodrome Operations" (as alternative "Introduction to Airport Operations - Airsight - on request in-house)	CAA International www.caainternational.com	13-16 Nov (or 23-26 May) 2017 London Gatwick		€ 1.530 + VAT
04	"Quality Management - Principles & Practice in an Aviation Environment"	JAA www.jaato.com	2018 Dubai / Abu Dhabi		€ 990,00

4 – Implementation :



Training & Qualification Manual

PPM-EU

05	"Runway, Taxiway, Apron Planning and Design (EASA CS & GM)"	Airsight www.airsight.de	2018 (or 24-27/10/17) Berlin		€ 2.295,00
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07	Regulation EU 376/2014	TBD	2019		---
08	"ICAO Annex 14 Vol. II – Heliports"	Airsight www.airsight.de	2019		---
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03	Wildlife Hazard Management	TBD	2018		---
04	Apron Management	TBD	2019		---
05	Pavement Management System	TBD	2019		---
06	Dangerous goods (workshop)	IATA	2020		---
07	Disabled aircraft removal (workshop)	TBD	2020		---
MANDATORY ON THE JOB TRAINING					
01	//				

DIRECTORATES/UNITS TRAINING PLANS

This plan is developed and updated each year in accordance with the ECAA Training and Qualification Manual (updated on date 09/02/2017)

Staff currently involved in Directorate/Unit AERODROME SAFETY / COMPLIANCE

Name and Surname	Role
1) Atef Barakat	Director - Aerodrome Inspector
2) Sahar Adel	Aerodrome Inspector
3) Mohamed Fargaly	Aerodrome Inspector

Training Plan

[...]

Name and Surname 3:		Mohamed Fargaly			
N.	Training Course Title	Provider	Planned on	Done on	Fee
MANDATORY COURSES/WORKSHOPS/SEMINARS					
01	"EU/EASA Aerodrome Certification Requirements for Operators and Authorities"	Airsight www.airsight.de	03-05 May (or 16-18 Oct) 2017 Berlin		€ 1.725
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5. **Proficiency Checks**

5 – Proficiency Checks :

When?

Proficiency Checks Could Be Carried
During Normal Duties Or Could Be Special
Tests To Simulate Special Conditions (Like
Lvp Or Emergency)

5 – Proficiency Checks :

◉ WHO CARRIES PROFICIENCY CHECKS?



NEW ASSESORS TEAM (OPS EXP + ASSES TRAINING)



- SUPER FIRE FIGHTER

◉ SUPER OPERATIONS GUY



Thank you for your attention

